



Jefferson County Commission

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Leonard Wortman, Chair Dave Kirsch, Commissioner Tom Lythgoe,
Commissioner

February 20, 2013

EXHIBIT NO. 2
DATE 2-20-13
BILL NO. SB 324

Chairman Buttery and Committee Members

Rather than trying to explain what has transpired with regard to DES reimbursement to Jefferson County a packet has been prepared for the committee. It starts with the reimbursement request for \$10,477.18 for July – October, 2012 that was submitted on Nov. 6. Jefferson County expected a 50% reimbursement of \$5,238.59.

On Dec 2 an e-mail was received indicating that they had gone through the request and determined that costs for support of a counties broadcast system is not an allowable expenditure at this time as it runs into supplanting issues.

This was followed by a series of e-mails between DES Coordinator, Sally Buckles of Jefferson County and the different members of the State DES Grants people.

On December 31 the County Treasurer received \$3,876.85 reimbursement for the first quarter. It took over 10 hours to put together the information needed to submit the request for reimbursement for the 2nd quarter and will take as much each quarter.

Keep in mind that the DES Coordinator in Jefferson County is a ¼ time position and the operation of Disaster and Emergency Services is the only assignment for this office. Therefore, time is taken from other duties that need to be accomplished just trying to keep up with the grant requirements.

We would like to see stability in the funding process. Sometimes it seems like it just depends on who is looking at the reimbursement requests whether items are approved.

Sincerely,

Leonard Wortman, Chair

COM/ch

CC: Reading File



Quarterly Reimbursement Form

Department of Homeland Security/FEMA Grants Program Bureau Disaster and
Emergency Services Division
Emergency Management Performance Grant (EMPG)



Project Name:	Jefferson County EMPG
Award Number:	EMW-2011-EP-00035
Agency/Tribe:	Jefferson County
Contact Person:	Sally Buckles
Contact Phone:	406-225-4035
FEIN Number:	81-6001377

Date of Submission:	
Quarter: (check one)	
<input checked="" type="checkbox"/> 1	<input type="checkbox"/> 2
<input type="checkbox"/> 3	<input type="checkbox"/> 4
Final Y/N	
Reimbursement covers Project Activities during the following dates:	
July 1 - September 30, 2012	

Award Amount:

Requesting 100% reimbursement

If box is checked reimbursement total cannot be over 50% of total federal award

Expenditure Description	Personnel and Benefits	Operational and Organizational	Equipment	Training	Exercise	Maintenance and Sustainment	Construction and Renovation	Total	Warrant Number or Journal Reference No.
Kim Sloss	\$5,128.70	\$99.35		\$1,097.67				\$ 6,325.72	Direct Deposit: 65474, 6594
Sally Buckles	\$958.74							\$ 958.74	Direct eposit
Eastman Sound		\$450.00						\$ 450.00	65309, 65695, 66141
NorthWestern Energy		\$308.85						\$ 308.85	65489, 65885, 65723
Century Link		\$25.00						\$ 25.00	JE 100
Verizon		\$117.39						\$ 117.39	65562, 65895, 66187
MACo - Liability Ins		\$591.48						\$ 591.48	65406
Telesystem Services		\$1,700.00						\$ 1,700.00	65733, 65960
								\$ -	
								\$ -	
								\$ -	
Total Amount Expended	\$6,087.44	\$3,292.07	\$0.00	\$1,097.67	\$0.00	\$0.00	\$0.00	\$10,477.18	
Total Federal Request	\$3,043.72	\$1,646.04	\$0.00	\$548.84	\$0.00	\$0.00	\$0.00	\$5,238.59	

Previous Amounts Reimbursed	\$0.00
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Total Requested this Qtr	\$5,238.59
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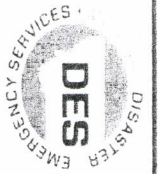
Total Reimbursed to Date	\$5,238.59
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Remaining Funds	-\$5,238.59
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I certify that these expenditures have been reviewed, and in compliance with local/tribal, state and federal guidelines and are allowable under the Homeland Security/FEMA grant.

Project Manager Signature
Authorizing Official

Sally Buckles



Quarterly Reimbursement Form

Department of Homeland Security/FEMA Grants Program Bureau Disaster and

Emergency Services Division

Emergency Management Performance Grant (EMPG)



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Award Number:	EMW-2011-EP-00035
Agency/Tribe:	Jefferson County
Contact Person:	Sally Buckles
Contact Phone:	406-225-4035
FEIN Number:	81-6001377

Date of Submission:				
Quarter: (check one)				
I	2	3	4	Final Y/N
X				
Reimbursement covers Project Activities during the following dates:				
July 1 - September 30, 2012				

Award Amount:	
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<input type="checkbox"/> Requesting 100% reimbursement
--

If having checked reimbursement total cannot be over 50% of total federal award

Expenditure Description	Personnel and Benefits	Operational and Organizational	Equipment	Training	Exer	DOC #	on and	Warrant Number or Journal Reference No.
Kim Sloss	\$5,128.70	\$99.35		\$1,097.67		CSD APPROVAL	ion	
Sally Buckles	\$958.74	\$450.00				AMOUNT		
Eastman Sound		\$308.85				FUND		
NorthWestern Energy		\$25.00				ORG		
Century Link		\$117.39				SFY		
Verizon		\$591.48				SUBCLASS		
MACo - Liability Ins		\$1,700.00				PROJECT		
TeleSystem Services						PROGRAM		
						APPROVAL		
Total Amount Expended	\$6,087.44	\$3,292.07	\$0.00	\$1,097.67	\$0.00			
Total Federal Request	\$3,043.72	\$1,646.04	\$0.00	\$548.84	\$0.00			

Previous Amounts Reimbursed	\$0.00	Total Requested this Qtr	\$5,238.59	Total Reimbursed to Date	\$5,238.59	Remaining Funds	-\$5,238.59
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I certify that these expenditures have been reviewed, and in compliance with local/tribal, state and federal guidelines and are allowable under the Homeland Security/FEMA grant.

Project Manager Signature	Sally Buckles
Authorizing Official	

JEFFERSON COUNTY TREASURER
A101 TRANSACTIONS

Trans Date: 12/31/2012

Receipt#: 54454

Clerk ID: patty

Receipt Total: 3,867.85

Receipt Type: A101

Received Of: AC-STATE OF MONTANA

On Account Of: 2011 EMPG REIMBURSEMENT TO
JEFFERSON COUNTY FROM MT DES
FOR QUARTER 1

Line#	PT	Account	Description	Amount
1	R	1000.000.000.334020.000	2011 EMPG REIMB/1ST QTR	3,867.85

	Payment Type	Doc#	Description	Amount
	-----			-----
	OTHER		FBVB DIRECT DEPOSIT	3,867.85

DES

From: Davies, Jessica [jessicadavies@mt.gov]
Sent: Wednesday, December 12, 2012 2:16 PM
To: DES
Cc: Bob Fry; Tomaszewski, Tricia; Mullikin, Angie
Subject: Z FFY12 EMPG Jefferson 1qtr reimb reqst
Attachments: 1qtr ReimReq.pdf; TeleSystem Contract.pdf

Hi Sally,

I am processing your 1st quarter FFY12 EMPG reimbursement request and need to address three of the expenses. I know we have addressed the Tele System expenses before but in this new grant cycle and in following with the new grant cycle, costs for support of a counties broadcast system is not an allowable expenditure at this time as it runs into supplanting issues. Costs of this nature is better placed into the county budget as federal funds are not always a guarantee and are project oriented rather than operational oriented. This expense also appears to support public service announcements such as broadcast adds, if so it also falls under 2 CFR 225 Appendix B 1 Advertising and Recruitment and 44 CFR 13 which require media report forms to be filled out and attached to the reimbursement request.

We are unable to reimburse the Eastman Sound & Music expense. This expense appears to be for hold music or broadcast music of sorts and is not an allowable expense under this grant. We are also unable to reimburse the county MACo insurance expense as this is a supplanting issue and is not allowable under this grant. This grant can help offset the employee benefits insurance costs but not county liability insurance.

We are happy to review any justification to support these expenditures and see if there is some way we can justify them under this grant. I know you have sent me the attached document to support the TeleSystem Services, however, we are still running into a supplanting issue with it. If you have any other documentation to support it, we are happy to review it along with any other supporting documentation to justify the other unallowable expenses.

The total amount of this reimbursement that will be processed and reimbursed is \$3,867.85.

Thank you

Jessica Davies
Montana Disaster & Emergency Services, SAA
Grants Program Coordinator
1956 Mt. Majo St., P.O. Box 4789
Fort Harrison, MT 59636-4789
406-324-4771 Office
406-324-4790 Fax
jessicadavies@mt.gov

DES

From: DES
Sent: Wednesday, December 19, 2012 10:19 AM
To: 'Davies, Jessica'
Cc: 'Bob Fry'; Tomaszewski, Tricia; Mullikin, Angie
Subject: Z FFY12 EMPG Jefferson 1qtr reimb reqst

Jessica:

I believe that Jefferson County is the only county with a broadcast system.

This system is as much an operational part of this department as is training and exercise. The equipment was purchased as qualified under the FY2004 AEL and related to Goal 2 of the State Strategic Plan. Jefferson County does not have within its borders any public radio or television broadcasting stations. Many have Satellite television and do not receive local news stations and are on cell phones and do not have regular telephone service. Therefore this is the only method by which Jefferson County could notify its residents of emergency situations.

These stations were used during the fires to advise of road closings and evacuation areas and public meetings as well as during the floods to also advise of road closings. We also use the stations to advise listeners of public events going on within their communities such as school events, fire department open houses, and public service announcements such as not drinking and driving or quit smoking issues. The Health department uses the system to advise of health alerts and reminders about vaccinations, etc. There are FCC regulations with regard to use of these radio stations and the public service under which they are licensed. We remain within those regulations and therefore we do not take advertisements or recruiting.

Under the current FFY2012 EMPG grant, funds may be used for all-hazards emergency management operations, staffing and other day-to-day activities in support of emergency management. In Jefferson County we consider the operation of the radio station as a day-to-day activity which supports emergency management.

DES

Subject: FW: 1st Qtr Reimbursement

From: Tomaszewski, Tricia [mailto:TTomaszewski@mt.gov]
Sent: Monday, December 03, 2012 3:18 PM
To: DES
Subject: RE: 1st Qtr Reimbursement

I will attach this e-mail for your time and effort this time. The form is on your lanyard and if indeed it is a pdf (although I haven't had any counties have any issues) you can either grab the excel document off the internet, use a pen OR write it down just like this and submit with your request. Any which way that is easier for YOU works for me.

As for the firesafe meeting. Do you want to alter your quarterly report? I am not sure what you are asking, if anything.

Thank you and happy Monday!

Tricia Tomaszewski
Grants Accountant
Homeland Security Grants
Phone-406-324-4788

Disaster and Emergency Services
PO Box 4789
1956 Mt. Majo Street
Ft. Harrison, MT 59636

"A lot of good could be accomplished if nobody cared who got the credit"- Anonymous

From: DES [mailto:des@jeffco.mt.gov]
Sent: Monday, December 03, 2012 10:20 AM
To: Tomaszewski, Tricia
Subject: RE: 1st Qtr Reimbursement

The time and effort form is a PDF file and it says protected

So This is what I have

1st Quarter EMPG Organization

E-mails, phone, radio station etc	11 hrs
19 Mile Fire	31 hrs
NIMSCast	1.5 hrs
LEPC/Tri-Co Mtgs	4 hrs
Training (HMEP Grant)	1.5 hrs
Planning (Community FireSafe Mtg)	4 hrs
Total Paid	57 hrs

Also, I forgot to put the Community FireSafe Meeting on the Planning portion of the quarterly.

Sally

From: Tomaszewski, Tricia [mailto:TTomaszewski@mt.gov]
Sent: Thursday, November 29, 2012 9:33 AM
To: DES
Cc: bobfry@mcn.net
Subject: RE: 1st Qtr Reimbursement

Sally-

We will still need you to describe your duties completed during your time this quarter. Maybe you do not need to keep a daily log sheet but we need you to track what deliverables you are working on and how your time is spent. FEMA does not allow "I worked on EMPG related duties" as a description of time spent on EMPG.

For this quarter we only need you to worry about your time. Angie has stated that Kim's time is exempt this quarter.

Tricia Tomaszewski
Grants Accountant
Homeland Security Grants
Phone-406-324-4788

Disaster and Emergency Services
PO Box 4789
1956 Mt. Majo Street
Ft. Harrison, MT 59636

"A lot of good could be accomplished if nobody cared who got the credit"- Anonymous

From: DES [mailto:des@jeffco.mt.gov]
Sent: Thursday, November 29, 2012 8:40 AM
To: Tomaszewski, Tricia
Subject: RE: 1st Qtr Reimbursement

I forgot to add about my time. I usually work a 10hr per week 8am – 10:30am 4 days a week. If I put in for time, I am working on EMPG related duties. Otherwise I am not claiming any time. I have no other duties than DES and therefore do not keep logs. Sally

From: Tomaszewski, Tricia [mailto:TTomaszewski@mt.gov]
Sent: Wednesday, November 28, 2012 12:58 PM
To: DES
Cc: bobfry@mcn.net
Subject: 1st Qtr Reimbursement

Sally-

For your 1st Qtr submission, could you please tell me what items were included for the 99.35 under operational on Kim Sloss' line.

Also, I know it would be hard to get time and efforts sheets, logs, calendars, or whatever it is that you guys use to track your time and duties related to EMPG for Kim, but I will need to get them for your time. As for Kim's I will have a discussion with Angie tomorrow on how to handle that since she had a sudden departure and report back to you.

Thank you!

Tricia Tomaszewski
Grants Accountant
Homeland Security Grants
Phone-406-324-4788

Disaster and Emergency Services
PO Box 4789
1956 Mt. Majo Street
Ft. Harrison, MT 59636

"A lot of good could be accomplished if nobody cared who got the credit"- Anonymous

This message has been filtered
for spam and viruses
for Jefferson County
by MX Logic.
Carl Purdy,CIO/CSO, Jefferson County

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DES

From: Mullikin, Angie [AMullikin@mt.gov]
Sent: Wednesday, December 19, 2012 1:47 PM
To: DES; Davies, Jessica
Cc: Bob Fry; Tomaszewski, Tricia; Rand, Michael
Subject: RE: Z FFY12 EMPG Jefferson 1qtr reimb reqst

Hi Sally,

Essential cost related to DES operations in your county, should actually be on the county budget and used as match for grants (EMPG, PDM, or other emergency management grants). New costs, costs to increase program delivery, or equipment needed to create awareness, are allowable costs that can be charged to federal grants, but not the continued sustainment and maintenance of the equipment.

The Grant Funding Announcement

<http://montanadma.org/sites/default/files/FFY2012%20EMPG%20FOA.pdf> and the 2 & 44 CFR's, say nothing of covering operational costs not directed at a project. The statement made that these "funds may be used for all-hazards emergency management operations," is only a piece of the paragraph and when not considered in whole, is misstating the intent of the funding. **Proposed staffing activities should be linked to accomplishing the projects and activities outlined in the EMPG Program Work Plan**. The second statement is where the actual costs being link to a project come in and it's only in support of **State** Organizational Personnel costs.

Grants are meant to start and/or enlarge a program to affect a problem. CHIP (EMPG's precursor) was devised as a block grant to start and build Emergency Response programs, it then morphed to Emergency Management Preparedness Grants, which was an in-between grant. So the original EMPG was to wean jurisdictions from using grant funds to continue to support daily operations to moving them into increasing capability of the programs, in other words fund actual projects. From here EMPG became the Emergency Management Performance Grant. This change happened post Katrina, and is the current morph of the program in to building on program capabilities whose core functions should be already sustained through State and Local general funds.

This being said, one thing all the counties should consider is if this funding stream goes away, how will you maintain on-going costs e.g. your broadcast system? If it's not absorbed into the county budget before the grants are morphed into very specific capability support or go away entirely, the people of Jefferson County will not receive emergency notifications, and if this is the case, under the 2 CFR 225 Appendix B, #15, equipment purchased under Federal funds has to continue to be used for the purpose in which it was bought. This would mean Jefferson county would have to return the equipment to us for reissue.

I do understand that the way the grants were managed previously lead to the common denominator of the grant "funding county budgets" for "EMPG" related costs. This is one of the main reasons why our office has had to produce Policies and Procedures, address audit finding related to funding management, and refocus the grant funds. The old process of allowing operational costs for emergency managers and associated costs, can no longer be allowed. The grants were never designed to sustain the operational costs.

We are, of course, here to help you reconfigure the budget between what is paid for by the county and what should be absorbed by the grants. Please let me know how we can assist you in that effort.

Respectfully,

Angie Mullikin
406.324.4769

DES

From: Bob Fry [bobfry@mcn.net]
Sent: Friday, December 21, 2012 1:54 PM
To: 'Mullikin, Angie'; DES; 'Davies, Jessica'
Cc: 'Tomaszewski, Tricia'; 'Rand, Michael'
Subject: RE: Z FFY12 EMPG Jefferson 1qtr reimb reqst
Attachments: SLA_PG_final04_22_99.doc

Angie,

I know grants have been changing but I don't recall the EMPG grant ever being called CHIP. It was the SLA (State and Local Assistance) grant before. Before that it was the Emergency Management Assistance (EMA) grant. I won't debate the grant changes in support. Regardless of what they should be, the grant guidance issued by the feds is what we follow, no argument there. For informational purposes, I attached an older document used when the program was SLA☺. Just thought I would clear up that if there was any confusion.

Bob

**Montana Emergency Management Performance Grant (EMPG)
Local Partner's Allocation**

Jurisdiction	Popluation	Population Percentage	Base (.75% base)	Balance Based on Per Capita \$0.94409885	Total EMPG Allocation w/2% reserve
Beaverhead	9,246	0.9804586926%	\$ 13,042.50	\$ 10,087.09	\$ 23,129.59
Big Horn	"12865"	#VALUE!			
Blaine	6,491	0.6883146630%	\$ 13,042.50	\$ 7,081.48	\$ 20,123.98
Broadwater	5,612	0.5951042811%	\$ 13,042.50	\$ 6,122.51	\$ 19,165.01
Carbon	"10078"	#VALUE!			
Carter	1,160	0.1230080125%	\$ 13,042.50	\$ 1,265.52	\$ 14,308.02
Cascade	81,327	8.6240281307%	\$ 13,042.50	\$ 88,725.19	\$ 101,767.69
Chouteau	5,813	0.6164186005%	\$ 13,042.50	\$ 6,341.80	\$ 19,384.30
Custer	11,699	1.2405782225%	\$ 13,042.50	\$ 12,763.24	\$ 25,805.74
Daniels	1,751	0.1856784740%	\$ 13,042.50	\$ 1,910.29	\$ 14,952.79
Dawson	8,966	0.9507671034%	\$ 13,042.50	\$ 9,781.62	\$ 22,824.12
Deer Lodge	"9298"	#VALUE!			\$ -
Fallon	2,890	0.3064596173%	\$ 13,042.50	\$ 3,152.90	\$ 16,195.40
Fergus	11,586	1.2285955454%	\$ 13,042.50	\$ 12,639.96	\$ 25,682.46
Flathead	90,928	9.6421315168%	\$ 13,042.50	\$ 99,199.58	\$ 112,242.08
Gallatin	89,513	9.4920829498%	\$ 13,042.50	\$ 97,655.86	\$ 110,698.36
Garfield	1,206	0.1278859164%	\$ 13,042.50	\$ 1,315.71	\$ 14,358.21
Glacier	13,399	1.4208485856%	\$ 13,042.50	\$ 14,617.89	\$ 27,660.39
Golden Valley	"884"	#VALUE!			
Granite	3,079	0.3265014400%	\$ 13,042.50	\$ 3,359.09	\$ 16,401.59
Hill	16,096	1.7068422147%	\$ 13,042.50	\$ 17,560.23	\$ 30,602.73
Jefferson	11,406	1.2095080952%	\$ 13,042.50	\$ 12,443.59	\$ 25,486.09
Judith Basin	2,072	0.2197177602%	\$ 13,042.50	\$ 2,260.49	\$ 15,302.99
Lake	"28746"	#VALUE!			
Lewis & Clark	63,395	6.7224939238%	\$ 13,042.50	\$ 69,161.94	\$ 82,204.44
Liberty	2,339	0.2480308114%	\$ 13,042.50	\$ 2,551.78	\$ 15,594.28
Lincoln	19,687	2.0876368464%	\$ 13,042.50	\$ 21,477.90	\$ 34,520.40
McCone	1,734	0.1838757704%	\$ 13,042.50	\$ 1,891.74	\$ 14,934.24
Madison	7,691	0.8155643311%	\$ 13,042.50	\$ 8,390.64	\$ 21,433.14
Meagher	1,891	0.2005242686%	\$ 13,042.50	\$ 2,063.02	\$ 15,105.52
Mineral	4,223	0.4478127903%	\$ 13,042.50	\$ 4,607.16	\$ 17,649.66